

STATE OF CALIFORNIA  
OFFICE OF THE ADJUTANT GENERAL  
9800 Goethe Road - P.O. Box 269101  
Sacramento, CA 95826-9101

CAJS-J1-SP

29 April 2009

MEMORANDUM FOR See Distribution

SUBJECT: Temporary State Active Duty (SAD) Vacancy Announcement 2009-20 - Expires 15 May 2009

1. The Military Department is accepting applications to temporarily backfill a military position indicated below on a temporary State Active Duty (SAD) basis. Applicants should submit their application as soon as possible. The term appointment is for greater than six months and provides full benefit status for the appointee and their beneficiaries. Continuation for this position is projected through 30 June 2010 or the return of the military furloughed member, whichever comes first. Extension of service of the selected applicant beyond the initial six month period will be determined by their individual performance of duty. This vacancy announcement expires 15 May 2009 unless sooner rescinded.

2. This announcement has minimum requirements. Failure to comply with these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to paragraphs 3, 4, 5 and the suggested checklist at the end of this announcement.

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|-------------------------------|--|
| a. TITLE AND PAY GRADE:       | <b>DSCA Communications Systems NCOIC (SAD E-9)</b>         |
| b. EMPLOYMENT LOCATION:       | <b>Sacramento, CA</b>                                      |
| c. PROJECTED EMPLOYMENT DATE: | <b>1 June 2009 (Temporary, Not To Exceed 30 June 2010)</b> |
| d. SELECTING SUPERVISOR:      | <b>CAJS-J6, Director</b>                                   |

3. The basic qualification requirements are:

- a. Military: Members of the active or retired, Army or Air, California National Guard (CNG) or an active member of the California State Military Reserve (CSMR) in the grade of E-9.
- b. Education/Experience: Experience in Military Operations is required. An undergraduate degree in a Computer Science, Information System or Telecommunications discipline is highly desirable. **Attach certification.**
- c. Military Assignments: Assignments appropriate to the grade of the applicant must be attached.
- d. Communication Skills: Ability to effectively communicate verbally and in writing is required. Ability to prepare and deliver effective oral presentations and discussions supported by multimedia materials for a broad range of personnel including senior individuals in external civilian and military organizations is required.

4. Other requirements are indicated below:

- a. Be able to pass both State and Federal background checks.
- b. The appropriate military uniform with federally recognized rank or SMR rank will be worn in accordance with military regulation.
- c. Must hold a Secret security clearance.
- d. Individual selected is required to meet height/weight and physical fitness standards prescribed by their military branch of membership. **Submit current height/weight and physical fitness test results with application<sup>1</sup>.**

5. **PRINCIPLE FUNCTIONS:** This position functions under the general supervision of the Director, J6 Directorate – CNG Joint Staff Division (CAJSD-J6) who delegates specific authority for developing and accomplishing routine tasks as well as short and long-term program goals and objectives. The incumbent is expected to use initiative, knowledge, prior experience, and seasoned judgment in resolving complex issues and situations; and independently make program and management decisions within the scope of the mission, functions, and responsibilities of the directorate. Controversial or precedent-setting decisions are to be discussed with the director prior to implementation.

a. Manages operations, support and administration of emergency telecommunications systems and services; and equipment support requests, to include Incident Commander's Command & Control Communications Unit (IC4U), Joint Incident Site Communications Capability (JISCC), ROVER Receiver Systems, Tactical Communications

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<sup>1</sup> If a current member of the State Military Reserve or a Retired California Army /Air National Guardsperson, complete and sign our height, weight and military appearance verification form (available by request) that indicates your current medical fitness.

Systems, High Frequency (HF) and Land Mobile Radio (LMR) radio systems and all necessary support and ancillary equipment.

b. Maintains detailed technical knowledge of all California Air and Army communications systems and included radio, network, computer, and video subsystems.

c. Coordinates directly with the Joint Operations Center, CAJS-J3 and functional telecommunications and information technology personnel across the CNG in direct support of IC4U and emergency communications systems operations. Provides direct liaison to the California Air National Guard (ANG), the California Emergency Management Agency (CALEMA) and other regional emergency service organizations.

d. Plans, prepares, and coordinates military plans and operations orders with annexes and fragmentary orders for emergency communications systems.

e. Manages emergency communications status and information store in the J6 portal for currency and relevancy.

f. Performs other duties as assigned.

6. Individuals selected for this position are eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify; such as Service Member Assistance Programs, Pre-paid Legal Services, Long Term Disability Insurance, Long Term Care Insurance, Retirement Annuity, Supplemental Investment and the Military Service Buy Back Program.

7. Reimbursement for moving and relocation expenses will not be paid.

8. Submit a completed OTAG Form 900-8 (SAD Appointment Application) to the Office of The Adjutant General, Director of State Personnel Programs, ATTN: CAJS-J1-SP #27, P.O. Box 269101 Sacramento, CA 95826-9101.

Blank application forms may be obtained from the Cal Guard State Personnel Home Page located at URL

<http://www.calguard.ca.gov/casp/jobs/sad/> or by contacting Mrs. Cheryl Arbaugh at (916) 854-3311, DSN 466-3311 or CAGNET 63311. **Original applications must be received by the State Personnel office no later than 15 May 2009. Applications are not accepted via FAX.**

FOR THE DIRECTOR, JOINT STAFF:

*Jeffrey W Magram 29 Apr 09*

JEFFREY W. MAGRAM

Lieutenant Colonel, CA ANG

Director, State Personnel Programs

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The following is a suggested check sheet for each individual applicant to review to provide the most complete and accurate application. Explain negative responses.

Submission Requirements	Self Check
Have you completed and signed the application form?	
Have you attached your civilian and military education certificates?	
Have you attached your one-page memorandum?	
Have you attached your current height/weight & PT test results?	